



State of Arizona
Department of Education
1535 West Jefferson Street Bin #10
Phoenix, Arizona 85007

Tom Horne
Superintendent of
Public Instruction

August 15, 2008

(LEA Name)
(Street)
(City)
CTDS

Re: LEA Corrective Action Notification

Dear Superintendent:

Recently, the Arizona Department of Education released the Adequate Yearly Progress (AYP) determinations for all schools and districts as required by the Federal *No Child Left Behind Act of 2001* (NCLB). According to our records, your LEA has been identified for Title I LEA Corrective Action because your district/charter did not make AYP for two consecutive years in the same indicator and across all grade spans or you made AYP and are currently “frozen” in Title I LEA Corrective Action.

Please note that you may appeal the improvement label, however, you are advised to register for the School Improvement and Intervention September - Fall Process Forum as required in item 2 below. If your LEA improvement appeal is successful, you will be able to cancel the Forum registrations without cost to your LEA/charter.

The following five requirements must be met by all LEAs identified for Corrective Action.

1. You must notify Cynthia Bryant, by email or mail (address above) no later than September 2008, of which corrective action option your district improvement team chose to implement; i.e., redirect program funds and/or institute/implement a new curriculum in accordance with P.L.107-112 Sec 1116(c)(10)(C). Please send a brief explanation to Cynthia.Bryant@azed.gov describing:
 - The corrective action option(s) your LEA will implement for the 2008-2009 school year.
 - Why the selected option(s) will best impact your students' achievement.
 - How the LEA will evaluate the effectiveness of the selected option(s).
2. LEA Team attendance is required at the LEA Improvement sessions during the September - Fall Process Forum. At a minimum, the superintendent (or designee) and the federal programs director are required to attend. Additional team members may include:
 - Curriculum Coordinator
 - Professional development Coordinator
 - NCLB Committee Representative
 - ELL Director – if applicable
 - Special Education Director – if applicable

The Fall Process Forum schedule is attached for your convenience. Please go to the calendar of events <http://www.ade.az.gov/onlineregistration/calendar/RenderCalendar.asp> and register for a session. Please note, failure to comply with this requirement puts the LEA's Title I funds at risk of being placed on hold.

3. Notification to parents of the LEA's Corrective Action status must be mailed to all parents no later than October 2008. You are encouraged to use LEA improvement grant money for the cost of sending the Parent notification letters. A template for the parent notification letter will be provided at the Fall Process Forum.
4. Preparation and implementation of an LEA Corrective Action Plan that addresses the LEA's AYP determinations, the results of the LEA self assessment, and the LEA self audit. Details will be provided at the Fall Process Forum.
5. Commitment to address the professional development needs of your LEA. In accordance with P.L.107-112 Sec 1116(c)(7)(iii), the LEA must commit to spend 10% of its Title I-A allocation on professional development which addresses the reason AYP was missed for any instructional staff member in the LEA.

Questions and concerns regarding this process may be directed to Ellen Hallan at (602) 364-2282 or email Ellen.hallan@azed.gov. She will connect you to the LEA Improvement Specialist assigned to your LEA.

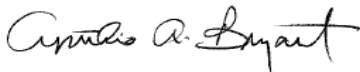
Sincerely,



Kimberly Allen
Deputy Associate Superintendent
School Improvement and Intervention



Nancy Konitzer
Deputy Associate Superintendent
Title I and NCLB Consolidated Activities



Cynthia Bryant
Director of Title I LEA Improvement
School Improvement and Intervention

Note: A hard copy of this letter will also be mailed to you.

